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30 January 1986

MEMORANDUM FOR: Deputy Director for Administration

FROM: Henry P. Mahoney
Director of Logistics

SUBJECT: Report of Significant Logistics Activities for
Period Ending 29 January 1986

1. Events of Major Interest That Have Occurred During the
Preceding Week:

25X1 * a. On 23 January, a representative from the New
Building Project Office, OL, accompanied by a representative
from the Headquarters Operations, Maintenance and Engineering
Division (HOME), OL, visited Dewberry & Davis, the design
consultant under contract to the Virginia Department of
Highways and Transportation, for the redesign of the Route 123
Roadway. The purpose of this meeting was to discuss the
upcoming presentation (on 29 January) to be made by Dewberry
& Davis and [] from HOME, to the Citizens Traffic
Advisory Committee. The roadway design plans are technically
sound and reflect the alternative previously chosen by the
committee. Based on past experience with this diverse
25X1 advisory group, which is made up of community, state, federal
and quasi-federal groups, we are expecting a lively discussion
of the proposed design. []

25X1 b. The New Building Project Office, OL, reports that
demolition of the original cooling tower and condenser system
at the Headquarters Powerhouse began on 29 January. This is a
part of the overall Powerhouse upgrade project associated with
the New Building and follows the successful transfer of all
existing refrigeration machines (chillers) from the old
condenser system to the new system. The new cooling tower and
condenser system have been in partial operation since
25X1 mid-December. []

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c. Representatives from Bellomo-McGee, Incorporated, met with representatives from the New Building Project Office the Headquarters Operations, Maintenance and Engineering Division, OL, and the Office of Security, to develop a comprehensive traffic and directional sign plan for the Headquarters compound. The plan will be added to the bid package four contract as a change order. []

d. The New Building Project Office, OL, reports that the vice president and project manager from Smith, Hinchman and Grylls Associates, Incorporated, the architect and engineering firm for the New Headquarters Building, will be at Headquarters Building on 30 January to conduct final negotiations on five separate design change proposals that total approximately \$160,000. []

* h. The Office of Training and Education tasked the Procurement Division, OL, with fulfilling a requirement to update computer skills of nondata-processing Agency employees. A Request for Proposal was issued to approximately 15 companies that have qualified personnel to teach computer skills-related courses. The Agency plans to have instructors "on board" by 1 April. []

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